THE VAKTOVIAN EMPIRE

ARMY CORPS GUIDE

Bearing the Seal of The Legate Council

OVERVIEW

The purpose of this document is to explain the various processes within the Vaktovian Army Corps and provide useful information about each rank and progression. This will ensure that every cadet understands what they have to do for different circumstances and are informed about how the Vaktovian Army Corps works.

CONTENTS

NEW MEMBER GUIDE

- WELCOME
- IMPORTANT STEPS TO TAKE
- UNDERSTANDING RANKS AND PROGRESSION

PROCEDURES

- GIVING FEEDBACK
- SERVER PENDING HUB
- INACTIVITY AND PROVIDING NOTICE
- USERNAME CHANGES AND DISPLAY NAMES
- PUNISHMENTS
- LEAVING OR RETURNING TO THE GROUP

STRUCTURE OF THE EMPIRE

- CHAIN OF COMMAND
- MILITARY STRUCTURE BREAKDOWN
- ORGANIZATIONAL STRUCTURE
- IMPERIAL STRUCTURE

NEW MEMBER GUIDE

■ WELCOME

If you have just been accepted into the Vaktovian Army Corps, welcome. You are now a part of a new generation of future Vaktovians who each and every one has contributed to an extensive history spanning over a decade. The Army Corps Staff welcomes you and hopes to see you rise to serve the Empire and contribute in your own way. They are here to help you throughout your journey, so do not hesitate to ask them about any questions you may have.

■ IMPORTANT STEPS TO TAKE

There are some key steps to take before starting your career as every cadet is expected to have read this document in full before attending their first event. It is important to understand the type of environment you are getting yourself into, as this may not be the type of group for you. The Vaktovian Empire is a skilled, strict and disciplined environment where members are expected to follow strict rules while on-duty.

1. Review the Imperial Codex

The Imperial Codex refers to the written laws of the Empire and are crucial to understand and always follow while on-duty.

It is also recommended to review the Rules & Regulations for knowing how to act.

2. Set your primary group

In order to gain any progress within the Vaktovian Army Corps, you must set the group on the Roblox platform as your 'primary group'. Removing this or not setting it will result in no progress being granted.

3. Understand what is the proper attire

Wearing the proper attire is extremely important as it is expected to be worn to every event. You must be in the proper attire before stepping off the spawn in-game otherwise you may be penalized within the Vaktovian Army Corps.

When starting off your journey, you are a Level One and require the following uniform:

- Shirt
- Pants

Alternatively, you can immediately view the required uniform for your rank at the Uniform Hub. We have various UGC hats available that are optional to purchase, but strongly encouraged:

- Vaktovia Pin

You should not purchase any uniforms of ranks, regardless of being decommissioned or not, that you have not earned. Doing so is considered a blacklistable offense for stolen valor. If you cannot afford the uniform yet, wear no shirt or pants and follow the points below.

In conjunction with your uniform, you need to abide by the following for your attire:

- As a Level One you **cannot** wear any hats at all until Level Two, with the exception of Vaktovian UGC listed above. Once reaching Level Two, you must ensure your hats are appropriate for our environment. These essentially mean cartoony or bright colored hats, large hats or those that cover parts of your uniform are prohibited.
- Level Twos and above cannot wear hair with the exception of the following:
    - Black Messy Bun
    - Midnight Flash Anime Hair
- Your Roblox character's skin tone must be Dark Stone Grey: ■
- No t-shirts are to be worn with the exception of official Vaktovian medals or ribbons that you have **earned** to decorate your uniform.
- Faces must give neutral or negative emotion. Therefore, any smiley or cartoon faces are not permitted. The Chill is considered a free acceptable face.
- No packages are permitted with the exception for the Headless head.
- No earrings or jewelry of any kind, even if they fit the color scheme.

4. Join the official Discord servers

We have two official Discord servers. The Vaktovian Military Network is our on-duty server in which all events are shouted and where you will communicate with other members. This server is **mandatory** to join and remain in throughout your Vaktovian career. If you have any issues with accessing the VMN server, you should contact an Admissions Officer.

The Vaktovian Civilian Network is an off-duty server which can be used to socialize with other members as well as the clanning community. It is recommended to join to get involved with the community and make friends. **Being off-duty does not excuse you from any of the laws of the Imperial Codex.** When and if you're in the civilian chat or any civilian accessible chat, you are expected to speak with grammar and portray appropriate behavior. There is still a level of standard expected while being off-duty.

5. Review basic event etiquette

Training sessions may differ based on the trainer, however, the basic event rules will always apply. From joining your first event, you should expect the following:

- Always ask "Permission to fall in, sir/ma'am?" before stepping into line. In some cases the host may specify to fall in without asking for permission.
- If you wish to talk, ask "Permission to speak, sir/ma'am?"
- Address Officers by their proper title or ranking.
- Fill a line starting from the right towards the left. Typically there will be only 10 in a line before a new one starts behind.
- You must be within the Discord voice channel prior to joining an event and remain for the duration of the event and should have your microphone muted while lining up.
- Ensure you are wearing the appropriate attire
- If you need to leave or go away from the keyboard, ask for permission by whispering the host and wait until approved.
- Always greet Senior Officers (Captain+) when they join the server in accordance with a Greeting Policy:
    - You should not greet someone who is a lower rank than someone who has already been greeted.
    - You should not greet anyone if the event has already started, with the exception of the Supreme General and the Emperor.
    - Generals are addressed as "Lord".
    - The Emperor is addressed as "Sire" or "My Emperor".

■ UNDERSTANDING RANKS AND PROGRESSION

Progression within The Vaktovian Army Corps is rather complex. Each Level has a set of requirements to complete, some being hidden which are expected to be achieved by attending the Level Trainings for your Level, such as Level One Training while you are a Level One. Getting promoted occurs when all the requirements for your Level are met and the staff are satisfied that you are ready to advance. For information on the requirements please view the Progression Information Guide.

Each Level has its own allocation of Training staff, as well as a designated Level Administrator (Head). Please refer to the Public Trainer Database to see who is allocated to your Level.

There is also a designated Management team consisting of a Manager and an Overseer who will oversee the entire Vaktovian Army Corps to ensure the group is running smoothly.

Level One (Discipline)

The first level of the Vaktovian Army Corps, Level 1 focused on instruction of Vaktovian law, rules, and regulations to each new recruit, along with the proper behavior and ideals of a Vaktovian.

Cadets cannot pass this level until they have conceded to these ideals and teachings - rejection of discipline will result in immediate disciplinary reprimand. Cadets are expected to show discipline, and understand the systems that Vaktovia has put in place and the applications behind them.

The Level One system is based on a set of requirements and behavioral reports by the Trainers. Cadets are not informed of these requirements, and their progress is maintained by the Level One Staff.

Level Two (Combat)
In this level, cadets are evaluated on Basic Combat and Combat Discipline. Trainers place emphasis on whether or not an individual is a capable combatant, and demonstrates combat discipline.

Level 2 training covers a wide variety of essential material, necessary for aspiring gunfighters in the Army Corps to grasp. Some of these concepts being group protocol, movement, terrain use, and setting optimization. It is imperative that a Level 2 is able to walk away from this level with full preparation of what the next stage of VAC entails, therefore will not advance until the staff deems them ready. Level 2 has a set of public requirements, as well as hidden requirements.

Level Three (Vaktovian Trials)
Level 3 is a stage in a Cadet's tenure unique like no other in the Army Corps. During this time, Level 3s are expected to exhibit Vaktovian-level standards on a combative and disciplinary platform.

Although the requirements within this level are only known to those at this stage and Examination Officers, it is commonly referred to as the 'self-improvement/reflectance' stage of the Army Corps. Any guidance, education, or advisory provided to cadets in this level is meant to help prepare them for the biggest challenge of their career: The Graduation Test.

PROCEDURES

■ GIVING FEEDBACK

We encourage anyone at any time to give feedback for how the Vaktovian Army Corps and its Staff are performing. The Administration team values feedback whether it is positive or for suggesting improvement and is useful to improving the processes that we offer.

Any feedback should be directed to the private messages of the current Manager or Overseer of the Army Corps.

■ SERVER PENDING HUB

From time to time you may be asked to use our server pending hub. This is used to create an exclusive server that only people who are granted access can join, which is effective in combating DDoS attacks which tend to be common in the clanning community. In order to request permission to join you will need to:

- Find the 'Server Hub' GUI button in the bottom left of your screen in Vaktovian places.
- You will be displayed a list of servers with the name of the host of the server displayed underneath the player count. Click 'Queue' to send a notification to the host who will approve you, at which point you will be teleported to the server.

■ INACTIVITY AND PROVIDING NOTICE

We tell members that real life always takes priority and understand if circumstances change and you need to take some time away. However, please note you should keep us informed in order to ensure you are exempt from any punishments for being inactive. If you do not deliver an inactivity notice, you may be removed from The Vaktovian Army Corps. You don't need to submit a notice for only a day or two, instead for a week or more. While in the Vaktovian Army Corps your priority focus should be towards your progression. Not making an effort to progress such as only attending defense training will deem you as inactive and subject to the same punishments.

Use the Inactivity Notice Form to report your notice. It is recommended to inform your Level Administrator as well. Please note that a notice above a month requires approval from Management. For Vaktovians, after graduating, this would instead be the Head of the Justice Department.

■ USERNAME CHANGES AND DISPLAY NAMES

When changing your username, your Level Administrator should be notified. The update should include your former and current username. You will need to re-verify your Discord account within the bot commands channel as well. If you do not do this, your accumulated progress in the group may be disrupted for a significant period of time. In future, this may change as there is currently a transition between progression tracking systems.

Make sure your name is appropriate. Having an inappropriate username will put your progress on pause until resolved.

Display names are not permitted while going through the Vaktovian Army Corps. If your display name is not the same as your username, your progress will be paused until resolved. Once graduating, display names are permitted as long as they are appropriate.

■ PUNISHMENTS

You should always be on your best behavior while serving the Empire. Breaking the rules or acting inappropriately will hinder your progress and may lead to your removal and banned from re-entry for some time or permanently. If you follow the Imperial Codex and Rules & Regulations, you are likely to remain out of trouble and succeed at progressing.

Be aware that some crimes are considered extremely severe and can result in a blacklist or suspension. Please review the Blacklist Department Precept for more information.

■ LEAVING OR RETURNING TO THE GROUP

If you feel the group is not for you or you have another reason for leaving, you are free to do so. While there is no penalty for leaving once peacefully, repeated leaving and rejoining can result in a lengthy suspension. You are also not permitted to raid the Empire for one week after leaving.

STRUCTURE OF THE EMPIRE

You will generally be expected to understand the structure of our Empire in order to advance to Level Two, therefore it is recommended to review the following sections to better understand how the Empire operates.

■ CHAIN OF COMMAND

The Chain of Command document provides an overview of the military structure, detailing the varying rank castes and how they all individually operate. This document additionally contains other appropriate information that you will be expected to understand before your ascension into the next level.

■ MILITARY STRUCTURE BREAKDOWN

The Military Structure Breakdown document, serving as an extension of the Chain of Command document, breaks down each individual position in the Vaktovian Military, detailing the expectations and grounds of advancement for each rank. It is advised that you study this in accordance with the uniform display, accessible via The Madrek Academy.

■ ORGANIZATIONAL STRUCTURE

The Organizational Structure document exhibits a hierarchy structure of the Vaktovian Military, including a display of the management composition of each division, department and operation command body.

■ IMPERIAL STRUCTURE

The Imperial Structure details the individual descriptions, expectations, and advancements of each individual rank within the Vaktovian Empire. It also encompasses various uniforms, cosmetics and other depictions used by certain divisions, as well as other basic attire that is currently in active commission.

Glory to Vaktovia.

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